



STATE OF WASHINGTON
DEPARTMENT OF LICENSING

BOARD FOR ARCHITECTS
DRAFT MEETING MINUTES
SPECIAL BOARD MEETING

DATE: January 15, 2010

TIME: 9:00 am

LOCATION: Tacoma Community College
Bldg. 27, Room 120
6501 S 19th St.
Tacoma, WA 98466-6100

BOARD MEMBERS PRESENT: Blaine Weber, Chair
Pedro Castro, Vice Chair
Jerry Lee, Member
Benson Nielsen, Member
Pamela Transue, Member
Neitha Wilkey, Member

STAFF PRESENT: Joe Vincent, Jr., Administrator
Lorin Doyle, Deputy Administrator
Erica Hansen, Administrative Assistant
Bruce Turcott, Assistant Attorney General
Jerry Anderson, Assistant Attorney General (via phone)

Not Present: Charles Farrell, Secretary

OPEN SESSION

1. Call to Order 9:45 AM

1.1. Introduction of Visitors received

There were no visitors present

1.2. Order of Agenda

Agenda items 3.2, 3.5, 4.0 and 5.0 were held until Mr. Vincent's arrival. Order No. 2009-06-0401-00ARC was added under agenda item 5.0. Agenda item 8.1 was moved under old business.

Mr. Nielsen made a MOTION to approve the order of the agenda as amended. Ms. Wilkey SECONDED the MOTION and it passed.

1.3. Approval of Minutes, November 13, 2009 meeting

Mr. Nielsen made a MOTION to approve the November 13, 2009 minutes with corrections to spelling errors on pages 2, 3 and 4. Mr. Castro SECONDED the MOTION and it passed.

1.4. Approval of Minutes December 7, 2009 meeting

Ms. Wilkey made a MOTION to approve the December 7, 2009 minutes as presented. Mr. Nielsen made a MOTION and it PASSED.

1.5. Review Communications

No Business

2. Hearings/Rule Adoptions/BAP Appeals/Public Presentations

No Business

3. New Business

3.1. NCARB Policy Document – The Regulation of Architects

Mr. Nielsen gave an overview of the NCARB policy document entitled The Regulation of Architects, which gives the history of architect regulation. He encouraged the board members to go to the NACRB website to read the entire document.

Staff Assignment: Staff will forward a link to the document to the board members.

3.2. NCARB MBE Meeting Report

Mr. Vincent reported that valuable progress was made at on the NCARB strategic business plan. He also reported that the new electronic score reporting system and direct registration were both working well.

3.3. NCARB IDP Webcast

Mr. Nielsen gave a brief update on recent changes to IDP and recommended the board members view the IDP webcast available on the NCARB website.

Staff Assignment: Staff will forward a link to the IDP webcast to the board members.

10 AM Dr. Transue joined the meeting

3.4. Law Review Proposal

3.4.1. Sample Law Review Exam

The board discussed the current practice of having candidates review and summarize the laws relating to the practice of architecture. They agreed many portions of the summary are irrelevant to the practice of architecture. Staff submitted a draft law review exam to take the place of the summary. The board reviewed the draft and agreed that a format change was appropriate; however they requested staff add a brief law summary portion that focused on laws relevant to the practice of architecture.

Board Assignment: The board will provide staff with the portions of the law they wish to have summarized on the review.

Staff Assignment: Staff will add a focused law summary portion to the draft exam and submit the new draft to the board for review.

Break: 10:30

Reconvene: 10:45

3.5. Review of Policy on RCW 18.08.410 (5) & (6)

The board reaffirmed their current policy on RCW 18.08.410 (5) & (6).

3.6. Oral Exam Checklist

The board reviewed the oral exam preparation material. They discussed the ongoing problem of candidates arriving for their oral interview unprepared. They made changes to the instructions to clarify candidates can provide materials about hypothetical projects, in accordance with standard documentation formats.

Staff Assignment: Staff will make the changes to the oral exam checklist.

CLOSED SESSION

No Closed Session

Mr. Vincent proposed changing the meeting format to take disciplinary matters during open session unless otherwise requested by the board.

4. Complaint / Investigations

4.1. Files for review

4.1.1. 2008-06-0405-00ARC – Weber

Architect Board Case No. 2008-06-0405-00ARC alleged unprofessional conduct by a licensee. Mr. Weber determined the complaint was a civil matter and recommended the board close the case with no further action.

Ms. Wilkey made a MOTION to close the case with no further action by the Board. Mr. Lee SECONDED the MOTION and it passed.

Mr. Anderson joined the meeting via telephone.

5. Legal Issues and / or Deliberation

5.1. Orders to be presented

5.1.1. 2009-06-0401-00ARC

The board reviewed the Order Denying Petition for Reconsideration of Final Order of Default and Permanent Cease and Desist Order and Modifying Sanction, Architect Board Case No. 200906-0401-00ARC, Respondent: Alexie Ford.

Mr. Nielsen made a MOTION to approve the order as presented. Mr. Lee SECONDED the MOTION and it passed.

OPEN SESSION

6. Disciplinary & Investigation Items

6.1. Closed session deliberation report

No report

6.2. Current cases disciplinary report

Report provided for the board's information. No action required.

6.3. Administratively closed cases report

Report provided for the board's information. No action required.

6.4. Disciplinary sanctions report

Report provided for the board's information. No action required.

7. Assistant Attorney General's Report

No Report

8. Committee/Task Force Reports

8.1. Review Master Action Items List

The Board requested staff remove committee reports from future agendas.

Staff Action Item: Staff will remove committee reports from future agendas

The board reviewed the master action items list.

8.2. Procedures Committee

No Report

8.3. Regulations Committee

No Report

8.4. Communications Committee

No Report

8.5. Outreach Task Force

The board requested that task force members be listed on future agendas.

Staff Action Item: Staff will add task force member names to future agendas.

Mr. Castro reported that he is currently developing a power point presentation for student outreach.

Mr. Lee reported that he is currently working on additions to the outreach task force goals.

Staff Action Item: Staff will distribute the draft outreach task force goals to the board.

8.6. Newsletter Task Force

Ms. Wilkey distributed the newsletter task force goals to the board. The board discussed various methods of newsletter distribution.

Staff Action Item: Staff research options to encourage licensees to use the existing list-serve mailing list.

8.7. Executive Committee

No Report

8.8. NCARB/WCARB Liaison Report

Mr. Nielsen reported he will be participating in an NCARB/WCARB conference call on Monday January 18th.

Break for Lunch 12

9. Board Executive's Report

9.1. Financial Report

Report provided for the board's information. No action required.

9.2. Board / Staff Travel

The board discussed attendance at the NCARB/WCARB Spring meeting in Boston. Mr. Weber and Mr. Nielsen will attend.

9.3. Other Items

9.3.1. Legislative update

Mr. Vincent reported on HB 1608 relating to interior designers and HB 1634 relating to Architects.

9.3.2. Administrative Matters

No report

9.3.3. Agenda Change Proposal

No Report

9.3.4. Statistics

Report provided for the board's information. No action required.

10. Old Business

10.1. 2010 Board Meeting Calendar

Ms. Hansen reported that the last day of final examinations at University of Washington is scheduled for March 19th, the same day the Board planned on meeting there. The Board agreed to cancel the March 19th meeting and change the April 16th meeting from a conference call to an in person meeting at the University of Washington.

11. Other Business

11.1. Action Items from this meeting

The Action Items from this meeting will be added to the master action items list.

11.2. Agenda Items for next meeting

No Business

11.3. Any other business

No Business

12. Adjournment 3:20 PM